

January 12, 2006

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, January 12, 2006 at 7:01 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Dingman, Donnellan, Gates, Haddon, Ouwerkerk, Tymczyszyn, and Chairperson Pyles.

Absent: None.

Also Present: Facility Operations Manager Megerdichian. .

3. FLAG SALUTE

Commissioner Haddon led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Dingman, seconded by Commissioner Tymczyszyn, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES OF NOVEMBER 10, 2005

Commissioner Donnellan received clarification that noise abatement brochures were still in the process of being updated.

MOTION: Commissioner Ouwerkerk moved for the approval of the November 10, 2005 Airport Commission meeting minutes. Commissioner Donnellan seconded the motion; a voice vote reflected unanimous approval.

6. ACTION ITEMS

None.

7. INFORMATION ITEMS

7A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Pyles noted that the following reports were included in the agenda material: Hangar and Tiedown Rental Status, December 2005 and January 2006 Meeting Room Schedules, and Hangar Waiting List.

Facility Operations Manager Megerdichian noted that the Ongoing Projects report was not included in the material of record.

He reported that the one hangar vacancy noted in the report was filled on January 11, 2006. In response to Commissioner Donnellan's inquiry, he stated that it was vacant for less than one week.

Commissioner Tymczyszyn observed that number 19 has been on the Hangar Waiting List since May 12, 1998. Facility Operations Manager Megerdichian advised that most likely at one time the applicant was at the bottom of the list and has scrolled back up.

Responding to Commissioner Tymczyszyn's inquiry regarding the hangars being built, Facility Operations Manager Megerdichian stated that plans were recently finalized and that he should have them in his office next week.

7B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT

Chairperson Pyles noted that the following reports were included in the agenda material: Events Requiring Emergency Response and Airfield Operations Status.

Chairperson Pyles noted the decline in monthly operations activities from January 2004 to January 2005 and expressed concern about the future of the airfield.

Commissioner Dingman suggested that part of the decline was due to Robinson Helicopter's closure in December.

Commissioner Ouwerkerk added that weather issues and fuel prices could be contributing factors.

Commissioner Ouwerkerk recommended that interested Commissioners could schedule an appointment to observe tower operations activities.

7C. LAND MANAGEMENT REPORT – AERONAUTICAL

Chairperson Pyles noted that a report from Land Management Chair Sunshine was included in the agenda material.

Commissioner Ouwerkerk stated that the new Great American hangars have closed off one of the entry points to the airport, and questioned if the existing entrances would be adequate. Facility Operations Manager Megerdichian advised that staff believes they will be adequate, that the gate was planned for demolition anyway, and that key cards were being issued to the tenants.

In response to Commissioner Ouwerkerk's inquiry, Facility Operations Manager Megerdichian stated that the one-way spikes at the tower entrance were being repaired and would be put back soon.

Facility Operations Manager Megerdichian reported that concrete has been poured for the Flite Park hangars and the Great American hangars were almost complete. He added that he was not aware of any businesses applying for licenses yet.

7D. DEPARTMENT OF TRANSPORTATION AIRPORT INSPECTION

Facility Operations Manager Megerdichian noted that the 2005 Department of Transportation Department, Division of Aeronautics inspection report and the City's response and actions taken were included in the material of record.

Responding to Commissioner Gates' inquiry, he advised that the Public Works Department inspects the Airport facilities in between annual inspections and that John Wisz was the Project Manager primarily responsible for the Airport.

Commissioner Ouwerkerk inquired about maintenance of the fields since the farmer has left Airport activities and was advised that the farmer has agreed to tend to the land for at least one year.

Commissioner Tymczyszyn noted the recommendation that vehicle roadway striping be added and indicated that he thought it was advisable. Facility Operations Manager Megerdichian noted that there have been some new markings added near Robinson Helicopter.

In response to Commissioner Gates' inquiry, Facility Operations Manager Megerdichian advised that Operations staff was there seven days a week to ensure safe operations and that Deputy Public Works Director van der Linden was in charge of operations at the Airport. He added that General Services was responsible for facilities and that Public Works was responsible for the grounds.

7E. CITY OF TORRANCE BUDGET PROCESS

Facility Operations Manager Megerdichian noted that an outline of the requested budget process was attached in the agenda packets. He explained that in June 2006 the second year of the two-year operating budget would be formally adopted, and that the first quarter budget review was adopted and approved by City Council on January 10, 2006.

When Commissioner Gates inquired about the process for getting Commission input into the adoption plan, Facility Operations Manager Megerdichian advised that input could be given at City Council meetings or any time of the year through staff. He added that staff provides the Commission a report on revenues and expenditures of the Airport Fund once a year.

7F. COMMITTEE REPORTS

7E.1. COMMUNITY OUTREACH & EDUCATION COMMITTEE

No report.

8. ORAL COMMUNICATIONS

8A. Facility Operations Manager Megerdichian informed Commissioners that the Commissioner Training would take place at the February and March 2006 Commission meetings and that Len Wood wanted to conduct individual interviews on January 26, 27, and 30, 2006 at the General Aviation Center.

8B. Commissioners and staff welcomed new Airport Commissioner Deane Haddon.

8C. Facility Operations Manager Megerdichian stated that funding for a new tower beacon light, installation of new runway signs, and an airport pavement management system was approved on January 10, 2006.

8D. In response to Commissioner Gates' inquiry regarding the Zamperini Way project, Facility Operations Manager Megerdichian stated that he has not had any updates.

8E. Commissioner Haddon stated that he was looking forward to working with the Airport Commissioners.

8F. Chairperson Pyles commended Commissioner Haddon for his experience on the Water Commission and stated that he was looking forward to reviewing priorities during the Work Plan meeting.

8G. Commissioner Tymczyszyn announced that Louis Zamperini was celebrating his birthday on January 26, 2006.

8H. Commissioner Gates recommended that standing items such as the Budget and Inspection Report be placed on the agenda.

9. ADJOURNMENT

MOTION: At 7:46 p.m., Commissioner Tymczyszyn moved to adjourn the meeting to February 9, 2006. The motion was seconded by Commissioner Ouwerkerk and, hearing no objection, Chairperson Pyles so ordered.

Approved as Submitted February 9, 2006 s/ Sue Herbers, City Clerk
